

Meeting opened at 2:05 pm**Members present:**

- Alison Polido
- Doug Doty

Staff present:

- Rich Wallner
- Dan O'Donnell - Town engineer for North Reading

Agenda Issues Discussed:

1. Met with Dan O'Donnell to discuss the RFP for the Swan Pond project
 - a. Minor language edits made
 - b. Minor formatting edits made
 - c. RFP will have final review, then be posted to central registry
 - d. Timeline for RFP discussed. Plan is to keep RFP open for a two-week period once posted to the central registry.
2. After finishing the portion of the meeting with Dan, the remaining members/staff discussed the possible benefits of changing the title of the Forest Committee.
 - a. Current state law caps voting membership of the Forest Committee to 3 members
 - b. If the committee hopes to expand membership it will need to convert to a Tree Committee or a Forest & Tree Committee
 - c. There is precedence for this in other MA towns such as nearby Lynnfield
 - d. There does not appear to be a noticeable difference in scope between Forest and Tree committees, nor does it appear to impact the ability of the town and committee to receive grants towards this type of work
 - e. This does require further clarification and information though. Secretary to reach out to the Department of Conservation & Recreation for more information

Next Meeting Scheduled:

TBD

Location:

Town Hall, Room TBD

Meeting Adjournment at 2:50 pm

Respectfully Submitted
Alison Polido, Secretary